

BILL NO. 81 -2007

AN ORDINANCE

AN ORDINANCE ESTABLISHING THE FULL-TIME EMPLOYEE POSITIONS
FOR THE CITY OF READING FOR THE FISCAL YEAR 2008.

THE COUNCIL OF THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Full-Time positions for the City of Reading's fiscal year beginning January 1, 2008, and ending December 31, 2008, shall be as set forth in Exhibit A attached hereto and made a part hereof.

SECTION 2. This Ordinance shall become effective January 1, 2008.

Enacted Nov 27, 2007

[Signature]
President of Council

Attest:

I, LINDA A. KELLEHER, City Clerk of the City of Reading, Pa., do hereby certify, that the foregoing is a true and correct copy of the original Ordinance passed by the Council of the City of Reading, on the 27th day of Nov, A. D. 20 07. Witness my hand and seal of the said City this 27th day of Nov, A. D. 20 07.

[Signature]
CITY CLERK

Submitted to Mayor: [Signature]

Date: 11-28-07

Received by the Mayor's Office: [Signature]

Date: 11/28/07

Approved by Mayor: [Signature]

Date: 11/28/07

Vetoed by Mayor: _____

Date: _____

City of Reading
Listing of Positions
For the 2008 Operating Budget

<i>Division</i>	<i>Position Title</i>	<i>2007 # of Employees</i>	<i>2008 # of Employees</i>
Mayor			
	Administrative Assistant To The Mayor	1	1
	Executive Assistant To The Mayor	1	1
	Mayor	1	1
		<u>3</u>	<u>3</u>
Managing Director			
	Managing Director	1	1
	Executive Secretary/ Admin Aide	1	1
		<u>2</u>	<u>2</u>
Call Center			
	Call Center Manager	1	1
	Customer Service Representatives	3	3
		<u>4</u>	<u>4</u>
Neighborhood Development			
	Neighborhood Development Manager	1	1
		<u>1</u>	<u>1</u>
Human Relations Commission			
	HRC Director	0	1
	HRC Clerks	0	2
	Secretary	0	1
		<u>0</u>	<u>4</u>
City Auditor			
	City Auditor	1	1
	Auditing Coordinator	1	1
		<u>2</u>	<u>2</u>
City Council			
	Council President	1	1
	Council Member	6	6
	Assistant City Clerk	1	1
	Administrative Assistant	1	1
	City Clerk	1	1
		<u>10</u>	<u>10</u>
Treasurer			
	Clerk Typist II	3	3
	Chief Clerk	1	1
		<u>4</u>	<u>4</u>
HR-Personnel/Pension			
	Payroll Clerk	0	1
	Light Duty Position	0	1
	Diversity and Information Officer	1	1
	Human Resources Director	0.5	1
	Human Resources Supervisor	0.5	1
	Human Resources Coordinator	0.75	1
	Human Resources Coordinator - Pension	1	1
	Human Resources Coordinator - Benefits	1	1
		<u>4.75</u>	<u>8</u>

Solicitor	Solicitor	1	1
	Confidential Secretary	1	1
	Executive Secretary/Admin Aide/Paralegal	1	1
	Legal Specialist	2	2
		<u>5</u>	<u>5</u>
Finance Director	Confidential Secretary	1	1
	Finance Director	1	1
	Grant Writer	1	1
	Floater - Finance	2	2
		<u>5</u>	<u>5</u>
Garage	Maintenance Mechanic	7	7
	Maintenance Worker I/Parts Person	1	1
	Secretary	1	1
	Small Engine Repairperson	1	1
	Foreman	1	1
		<u>11</u>	<u>11</u>
Purchasing	Purchasing Coordinator	1	1
		<u>1</u>	<u>1</u>
CD Planning	Zoning Technician	1	0
	Planner I	0	1
	Planner II	1	0
	Planner III	0	1
		<u>2</u>	<u>2</u>
CD Administration	CD Specialist & Historian	0.9	0
	Confidential Secretary	1	0
	CD Director	1	0
		<u>2.9</u>	<u>0</u>
Accounting	CD Specialist	0.25	0
	Accounting & Treasury Manager	1	1
	Accountant	1	1
	Payroll Clerk	1	0
	Revenue Accountant	1	1
	Accounting Clerk	1	1
		<u>5.25</u>	<u>4</u>
Tax Administration	Budget/Tax Manager	1	1
	Tax Supervisor	1	1
	Tax Examiner	1	1
	EIT Analyst	1	1
	Tax Specialist	1	1
	Accounts Coordinator	1	1
	Secretary	1	1
	Delinquent Tax Collector	1	1
	Tax Clerk II	5	5
	Mailroom/Tax Clerk	0.5	0
	Clerk Typist II	1	1
		<u>14.5</u>	<u>14</u>
Mailroom	Mailroom/Tax Clerk	0.5	1
		<u>0.5</u>	<u>1</u>

Information Technology

GIS Analyst - Sewer	1	1
GIS Coordinator	1	1
Application Specialist	1	1
Network Analyst	1	1
Developer	1	1
Clerk Typist II	1	0
Web Developer	1	1
System Support Analyst	1	1
IT Manager	1	1
Lead Developer	1	1
	<hr/> 10	<hr/> 9

Traffic Engineering

Traffic Planner	0.5	0
Equipment Operator II	1	1
Traffic Engineering Technician	1	1
Maintenance Worker I/Signmaker	1	1
Secretary	0.4	0
Equipment Operator I	1	1
	<hr/> 4.9	<hr/> 4

Police - Criminal Investigations

Captain 3-3	1	1
Criminal Investigator	28	28
Lieutenant	1	1
Police Officer	3	3
Police Officer/FTO	1	1
Court Liason	1	0
Sergeant	6	7
	<hr/> 41	<hr/> 41

Police - Special Services

Inspector	1	0
Lead Clerk/Trainer	1	1
Police Officer	6	3
Police Officer/FTO	1	1
Telecommunicator Supervisor	1	1
Telecommunicator I	1	1
Telecommunicator II	14	13
Records Clerk	5	5
Records Operations Supervisor	1	1
TAC Officer	1	1
Lieutenant	2	2
Secretary - Police Academy	1	1
Sergeant	4	3
CCTV System Monitor	0	1
Shift Supervisor	1	1
	<hr/> 40	<hr/> 35

Police - Patrol

Captain	2	2
Clerk Typist I	1	1
Lieutenant	4	4
Police Officer	115	133
Police Officer/ACT CI	2	0
Police Officer/FTO	8	7
Police Trainee	7	0
Sergeant	18	17
	<hr/> 157	<hr/> 164

Police - Administration		
Chief of Police	1	1
Deputy Chief of Police	1	1
Confidential Secretary	1	1
Sergeant	3	2
Inspector	1	2
	<u>7</u>	<u>7</u>
Fire Administration		
Clerk Typist II	1	1
Administrative Officer	1	1
Fire Chief	1	1
First Deputy Chief	4	4
	<u>7</u>	<u>7</u>
Fire Bargaining Unit		
LT Fire Prevention Officer	1	2
Fire Marshal	1	1
Lt Fire Training Officer	1	1
	<u>3</u>	<u>4</u>
Fire Suppression		
Second Deputy Chief 2nd Deputy Chi	4	4
Firefighter IV	96	91
Firefighter II	0	10
Firefighter I	10	7
LT Fire Suppression Officer	4	4
	<u>114</u>	<u>116</u>
EMS		
Deputy Chief/EMS Mgr	1	1
EMS Lieutenant	4	4
Paramedic	20	20
Transport Coordinator	1	1
Wheelchair Van Driver	3	3
	<u>29</u>	<u>29</u>
Codes - Development & Inspection		
Building Inspector	1	0
Health and Safety Clerks	5	5
Health and Safety Inspectors	0	3
Electrical Inspector	1	0
Health Inspector II	2	2
Health Officer	1	0
HVAC Inspector	1	0
Plumbing Inspector	1	0
Property Maintenance Inspector	16	16
	<u>28</u>	<u>26</u>
Codes - Trades		
Secretary	0	1
Plumbing Inspector	0	1
Building Inspector	0	1
Electrical Inspector	0	1
HVAC Inspector	0	1
	<u>0</u>	<u>5</u>

Codes Administration		
Property Improvement Division Manage	1	1
Codes Administrator	1	1
Zoning Administrator	1	1
Zoning Deputy Administrator	0	1
Building Official	1	1
	<hr/> 4	<hr/> 5
Zoning		
Zoning Technician	0	1
Zoning Officer	0	1
	<hr/> 0	<hr/> 2
Public Works		
Confidential Secretary	1	1
Public Works Director	1	1
	<hr/> 2	<hr/> 2
Engineering		
Traffic Planner	0.5	1
Engineering Aide IV	0.5	1
Engineering Aide III	1	1
Secretary	0.6	1
	<hr/> 2.6	<hr/> 4
Highways		
Equipment Operator II	17	17
Secretary	0.25	0
Foreman	1	2
Operations Division Manager	0.33	0
	<hr/> 18.58	<hr/> 19
Library Administration		
Director of Libraries	1	1
Assistant Director of Libraries	1	2
	<hr/> 2	<hr/> 3
Library - Circulation		
Librarian I	1	1
Librarian II	2	3
Librarian III	1	1
Library Technician II	2	2
Library Technician III	4	4
	<hr/> 10	<hr/> 11
Library - Reference		
Bookmobile Operator	1	1
Head Custodian	1	1
Librarian II	4	4
Librarian III	1	1
Librarian Tech II	1	1
Maintenance Worker II	1	1
	<hr/> 9	<hr/> 9
Library - Children Services		
Librarian II	0	1
Library Technician II	1	1
Library Technician III	1	1
	<hr/> 2	<hr/> 3

Parks		
Custodian II	1	1
Equipment Operator II	1	1
Equipment Operator III	4	4
Foreman	2	2
Maintenance Worker I	2	2
Maintenance Worker II	3	3
Maintenance Worker III	3	3
Operations Division Manager	0.33	1
Secretary	0.25	1
	<hr/> 16.58	<hr/> 18
Recreation		
Superintendent of Recreation	1	1
Custodian III	1	1
Secretary	0.25	0
Recreation Supervisor	2	2
	<hr/> 4.25	<hr/> 4
Public Property		
Foreman	2	2
Tradesman	6	6
Operations Division Manager	0.33	0
Secretary	0.25	0
	<hr/> 8.58	<hr/> 8
CD - HUD		
CD Specialist II	1	1
CD Specialist III	1	1
CD/Hist Preserv Specialist	0.1	1
Community Development Manager	1	1
Confidential Secretary	0.5	1
Fiscal Officer	0.75	1
Rehab Specialist	2	2
	<hr/> 6.35	<hr/> 8
Water Administration		
Foreman	1	1
Customer Service Rep.	2	2
GIS/CAD Technician	1	1
Engineering Aide III	1	1
Distribution Engineer	1	1
	<hr/> 6	<hr/> 6
Water Collection		
Equipment Operator I	1	1
Equipment Operator II	1	1
Equipment Operator III	1	1
Foreman	1	1
Maintenance Worker II	6	6
Superintendent	1	1
	<hr/> 11	<hr/> 11

Water Purification		
Centrifuge Oper. I.	1	1
Chemist	1	1
Chief Operator	1	1
Clerk Typist II	1	1
Foreman	1	1
Lab Supervisor/Bact.	1	1
Maintenance Worker II	5	5
Tradesman	1	1
Water Plant Oper. I	1	1
Water Plant Oper. II	3	3
	<hr/> 16	<hr/> 16
Water Distribution		
Equipment Operator II	3	3
Field Investigator	3	3
Foreman	6	6
Foreman - Crew	1	1
Foreman - Service	1	1
Maintenance Mechanic II	1	1
Maintenance Worker II	8	8
Maintenance Worker III	6	6
Superintendent	1	1
	<hr/> 30	<hr/> 30
Self - Insurance		
Risk and Safety Coordinator	1	1
Director of Human Resources	0.5	0
Human Resources Supervisor	0.5	0
Light Duty Position	1	0
Confidential Secretary	0.25	0
	<hr/> 3.25	<hr/> 1
Sanitary Sewers		
System Superintendent	1	1
Foreman	2	2
Equip Op II	12	12
Maint Worker III	1	1
Engineer Aide IV	0.5	0
Engineer Aide III	1	1
	<hr/> 17.5	<hr/> 17
WWTP		
Maint Supv	1	1
Belt Press Op I	3	3
Cert Oper/Shift Sup	6	6
Chemist	1	1
Operations Supv	1	1
Elec/Elect Field Eng	1	1
Elec/Inst Tech	1	1
Utilities Div Manager/Environ	1	1
Utility Engineer	0	1
Utility Clerk Typist	0	1
Env Prog Coord	1	1
Equip Op II	1	1
Lab Supv	1	1
Lab Tech	4	4
Maint Worker II (Mech)	3	3
Maint Worker III	4	4
Pump Tender (Fritz Is)	4	4
Secretary	1	1
Serv Utility Person	7	7

	Sew Plant Op I (6th St.)	4	4
	Sew Plant Op I (Fritz Is)	2	2
	Sew Plant Op II (Fritz Is)	2	2
	Superintendent	1	1
	Tradesman (Elec)	2	2
		<hr/>	<hr/>
		52	54
Recycling			
	Clerk I	1	0
	Chief Clerk	1	1
	Clerk Typist II	1	2
	Equipment Op II	2	0
	Solid Waste Coordinator/Environmental	1	1
		<hr/>	<hr/>
		6	4
<i>Number of Full Time Employees</i>		<hr/> <hr/>	<hr/> <hr/>
		746.49	763